

Marlow Library Trustees Meeting Minutes

November 21, 2022

Attending: Jill Sanders, Jeanne Kennedy, Linda Fuerderer, Marcia Levesque & Jennifer Brown

Ms Sanders called the meeting to order at 6:34

Secretary's Report. The corrected minutes from the October meeting were read.

- Ms Sanders motioned to accept minutes, as corrected. Ms Levesque seconded.
- Motion passed 4-0

Treasurer's Report.

- Ms Fuerderer showed the Board a new form she likes to use to double check her figures. Discussion ensued, and it was decided she will continue to self-audit using both the new and existing forms. The existing form will have column "expended year to date" deleted.
- Ms Brown has not yet collected the Aged Trial Balance from the Town Office so we can determine how much the Library owes the Town for phone service.
 - Ms Brown will stop in to the Town Office this week.
- Ms Kennedy motioned to accept the Treasurer's Report. Ms Levesque seconded.
- Motion passed 4-0

Librarian's Report

- Ms Brown reported earning \$121 On Christmas on the Pond food sale.
 - \$208 on books (\$329 combined)
- Ms Brown contacted Jessica Mack for children's books donations
 - She will contact County Jail to see if they want the paperbacks.
- Ms Brown met with the new school Principal and we brainstormed ways to collaborate and share resources
 - She will ask students to write book reviews which I will post on web site, and also create a display featuring the reviewed books.
 - She borrowed our Meta lab coding toy which she will introduce to the students and inform parents about the toys and resources available here.
 - Ms Brown may drop off books periodically (weekly? Biweekly? Monthly?) if staff and students search our catalog and place holds.
 - Also discussed yoga for children & story time
- Ms Brown called Aaron's and left a message requesting a total due for ice cream
 - She hasn't heard from them.
 - Ms Levesque recommended prebuying certificates to avoid this issue in the future.

- Ms Brown will try to locate Jennifer Clark's home phone number.
- The computer guy has had staffing issues due to illness.
 - He hasn't forgotten about us and will get here as soon as he can.
 - Ms Brown will remind him we need to use our tech budget in 2022 – but may be able to place a deposit on future equipment delivered in 2023.
- Ms Brown said the library had 58 trick or treaters
 - Handed out little trinkets – Fish and game animal track and scat id cards were a big hit!
- Ms Brown said the Body Mechanics class is in limbo.
 - She's having trouble getting details & help with advertising.
 - Ms Levesque suggested the request for information should come from the Board.
 - After a discussion, it was decided Ms Sanders would draft a letter to the instructor requesting a proposal for holding the class at the library.
- Programming for remainder of 2022:
 - Mozzarella class Wed. Nov 30.
 - Ms Brown said she will advertise the class on Facebook.
 - If there is enough interest, Ms Brown will hold a second session on Sat.
 - Other 2022 programming ideas include ice candles, bath salts.
 - Several representatives of the library have spoken with Ray Legasse about teaching a basket making class at the library.
 - All agreed it could be a popular workshop for us to host.
 - We will try to book him for a class at his earliest availability – spring of 2023.

Next meeting Mon Dec 19th.

Respectfully Submitted,

Jeanne Kennedy